



TO: SUNY Cortland Faculty

FROM: Dr. Chris Widdall  
Chair, Educational Policy Committee

DATE: September 27, 2018

RE: SUNY Cortland Undergraduate Academic Forgiveness Policy

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The Educational Policy Committee (EPC) is proposing an Undergraduate Academic Forgiveness Policy. If approved, this policy would not be implemented until the 2020/21 Academic year.

### **Rationale**

To create a policy in line with other SUNY institutions (including SUNY Brockport, Fredonia, Oneonta, Oswego, Plattsburgh, Potsdam, Stony Brook and University at Buffalo) that allows students returning to SUNY Cortland, who may have experienced academic challenges, to remove the effect of previous unsatisfactory grades. This policy would enable them to come back in good academic standing and make satisfactory academic progress toward timely degree completion.

### **Undergraduate Academic Forgiveness:**

Academic Forgiveness is intended to assist undergraduate students who have demonstrated personal growth and motivation to accomplish their educational goals and have been accepted for readmission on academic probation. The goal of this policy is to get undergraduate students back in good academic standing (2.0 overall GPA) by excluding up to 18 credits of "D" or "E/F" grades. Once a student reaches the 2.0 overall GPA threshold, no additional credits will be forgiven. All forgiven grades will remain on the student's academic transcript and will be denoted as academically forgiven. Credit will be lost for forgiven "D" grades.

### **Eligibility:**

- Once an undergraduate student has been accepted for readmission, they are eligible to be considered for Academic Forgiveness.
- Undergraduate students who return to SUNY Cortland after a minimum of one calendar year (or two full semesters) away from campus are eligible to apply for Academic Forgiveness.

### **Application and Review Process:**

- Students must apply for readmission following currently established processes for readmission. Decisions on readmission remain the same.

- If seeking Academic Forgiveness, students should submit an additional Academic Forgiveness application with readmission application.
- Once accepted for readmission, a student's application for Academic Forgiveness will be reviewed.
- The student will be asked to self-reflect on prior time at SUNY Cortland and articulate why things are going to be different this time, their motivation to be successful and strategies they plan to engage to be successful.
- Applications for Academic Forgiveness will be reviewed by a committee. Committee membership will include:
  - Associate Dean, School of Arts and Sciences
  - Associate Dean, School of Education
  - Associate Dean, School of Professional Studies
  - Representative from Advisement and Transition (*ex-officio*)
  - Representative from Registrar's Office (*ex-officio*)
  - **Representative from Financial Aid Office (*ex-officio*)**
  - **One faculty member from each school and 1 faculty member at large** (serving a two-year term)
- Academic Forgiveness may be granted only once during a student's undergraduate career at SUNY Cortland.
- **Deadlines**
  - For fall:           Application due July 15           Review decision due July 30
  - For spring:       Application due Nov. 15       Review decision due Nov. 30
  - For summer:      Application due April 15       Review decision due April 30

If granted Academic Forgiveness the student will be made aware of any implications for financial aid, veteran's benefits, transferability, etc. that might impact their decision to enact Academic Forgiveness. All course work will remain on the transcript with the notation "Academic Forgiveness Granted". The student may also be encouraged or required as appropriate, to enroll in a 1-credit course to assist in re-acclimating to campus, further developing academic skills, creating an academic success plan, etc.